

New York City Bureau of Early Intervention Sample Checklist for Teletherapy Intervention During the Declared State of Emergency for COVID-19 (3/17/2020)

Instructions: The Service Coordinator must complete this checklist to ensure that the parent/guardian understands what teletherapy entails. A single check list can be completed per child.

Child's Name:	EI#:	DOB: / /
Address:		Apt #:
City/Town:	State: New York	Zip Code:
Service Types to Be Delivered Using Telehealth:	NYEIS Service Authorization(s) #:	
Name of Therapist(s)/Teacher(s):	Phone #(s):	

Checklist	
<input type="checkbox"/>	SC contacts family about the possibility of using telehealth as a service delivery method.
<input type="checkbox"/>	Parent/Guardian has access to a Wi-Fi Connection.
<input type="checkbox"/>	Confirm that family has access to a smartphone/tablet/computer with webcam and speakers. <ul style="list-style-type: none"> • Family's phone/tablet/computer is a(n): <ul style="list-style-type: none"> ○ Apple ○ Android ○ Windows
<input type="checkbox"/>	Check bandwidth (at least 1.5 Mbps) at the family's home using www.Bandwidthplace.com or another online option.
<input type="checkbox"/>	Parent/Guardian has used video conferencing in the past (this is not required but can help determine the parent/guardian's comfort level).
<input type="checkbox"/>	Parent/Guardian understands that a responsible caregiver must be present to participate for the entire duration of the sessions and that they will be actively participating throughout the session.
<input type="checkbox"/>	Parent/Guardian understands that virtual services pursuant to their IFSP will be in place of and not in addition to their IFSP mandate.
<input type="checkbox"/>	Parent/Guardian understands that Telehealth as an Early Intervention service delivery method is only available during the declared state of emergency for COVID-19 and that their child's services will be delivered using the method authorized in the child's IFSP once a state of emergency is no longer declared for COVID-19.
<input type="checkbox"/>	Service Coordinator has obtained signed consent from the family to initiate telehealth therapy
<input type="checkbox"/>	Service Coordinator has uploaded the signed consent into the Child Integrated Case in NYEIS.

Please note that the NYC and NYS Early Intervention Program is not able to purchase items for families or pay for internet access.